

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
December 9, 2019

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30AM
Staff Present: Sean McBride, Greg Vlietstra, Kathy Schultz, Larry Zuiderveen, Barbara Blissett
Others Present: None

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema, Pamela Brown Goodacre, Dusty Farmer, Martin Janssen, Aditya Rama, Tim Sloan, Greg Rosine*
KCTA Members Absent: Jeff Breneman, Sam Urban

A motion was made to excuse Jeff Breneman and Sam Urban.
Motion: Aardema Second: Brown Goodacre
Motion carried by unanimous voice vote.

**Martin Janssen arrived at 11:50 a.m.*

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema, Rob Bricker, Rob Britigan, Chris Burns, Dusty Farmer, Martin Janssen, Nicolette Leigh, Garrylee McCormick, Jim Pearson, Randy Thompson, Greg Rosine

2.) REQUEST FOR APPROVAL OF AGENDA

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting agenda for December 9, 2019.

Motion: Britigan Second: Pearson
Motion carried by unanimous voice vote.

3.) REQUEST FOR APPROVAL OF MINUTES

A motion was made by KCTA and CCTA to approve the joint CCTA/KCTA November 18, 2019 meeting minutes.

Motion: Burns Second: Aardema
Motion carried by unanimous voice vote.

4.) PUBLIC COMMENTS - None

5.) PAINTING MAINTENANCE SHOP FLOOR

Dep. Dir. Vlietstra McBride provided background on the need for the re-painting of the maintenance shop floor. He shared that the maintenance shop floor had not been painted since 2001. Dep. Dir. Vlietstra indicated the project would include cleaning the floor, applying three coats of industrial grade paint, epoxy, and top-coat urethane. The project would be completed in within 30 days.

A motion was made by CCTA to approve the painting of the Maintenance Shop floor with Progressive Building Services in the amount of \$52,515.50 and authorize the Executive Director to execute all related documents on behalf of the CCTA.

*Motion: McCormick Second: Janssen
Motion carried by roll call vote.*

*Ayes: Aardema, Bricker, Britigan, Burns, Farmer, Janssen, Leigh, McCormick,
 Pearson, Thompson, Rosine
Nays: None
Absent: None*

Prior to the vote the Boards asked several questions regarding the bidding process.

6.) UPDATES TO METRO DRUG POLICY

Exec. Dir. McBride stated the Federal Transportation administration (FTA) requires that Metro have a Drug and Alcohol Policy Program. The Department of Transportation (DOT) recently added to the list of prohibited drugs and changed the requirements for random drug testing.

Training/Safety Manager Larry Zuiderveen explained the changes to the policy and the additional types of drugs being tested. He said in addition a change to the random testing process included increasing the number of employees to be tested to 50%. He said Apple Bus was also required to randomly test their drivers and contracts with a third-party to monitor their program to ensure compliance.

The Boards asked questions concerning the number of tests performed on a regular basis and how often the same individuals were randomly selected. A question was also raised about the increase in Metro's costs for testing for the new drugs.

A motion was made by KCTA to adopt the updated Metro Drug and Alcohol Policy as set forth in the Metro Employee Drug and Alcohol Program and Testing Handbook.

*Motion: Sloan Second: Aardema
Motion carried by roll call vote.*

*Ayes: Aardema, Brown Goodacre, Farmer, Janssen, Rama, Sloan, Rosine
Nays: None
Absent: Breneman, Urban*

A motion was made by CCTA to adopt the updated Metro Drug and Alcohol Policy as set forth in the Metro Employee Drug and Alcohol Program and Testing Handbook.

Motion: McCormick

Second: Farmer

Motion carried by roll call vote.

Ayes: Aardema, Bricker, Britigan, Burns, Farmer, Janssen, Leigh, McCormick, Pearson, Thompson, Rosine

Nays: None

Absent: None

7.) DISCUSSION REGARDING MILLAGE QUESTIONS

Attorney Jeff Ammon was present to review the Do's and Don'ts of the upcoming millage campaign. He distributed a fact sheet and presented various scenarios that might come up while campaigning for the 2020 CCTA Millage. Ammon stressed to the Boards that public resources could not be used when advocating a position for a ballot question.

The Boards discussed and asked questions regarding use of materials and ways to address questions asked by citizens.

Exec. Dir. McBride shared his plans for providing information for the CCTA. First a millage postcard sent to voters in January and the Annual Report sent out in February. This is earlier than previous years.

8.) REPORT FROM EXECUTIVE DIRECTOR

Exec. Dir. McBride reported he had met with officials from Amtrak. He noted that Kalamazoo is the second most utilized train station in Michigan and a key asset to their organization. He noted a change would take place by having tickets purchases be made through a kiosk located at the Kalamazoo Transportation Center (KTC). He said there would still be Amtrak Staff located on site to assist and answer questions. Exec. Dir. McBride commented as he understood this was the direction Amtrak was taking with all train stations in Michigan.

Exec. Dir. McBride stated he was working with Kalamazoo County Sheriff Fuller in negotiations for security coverage at the KTC. He said the costing method the County would use is the same one they use for other jurisdictions they provide services to.

Exec. Dir. McBride informed the Boards that the Amalgamated Transit Union (ATU) had come to a tentative agreement with all items excluding wages and a tentative agreement will be brought to the ATU membership for a ratification vote. Exec. Dir. McBride stated that if the ATU approves the agreement it will be brought before the CCTA Board for consideration.

Exec. Dir. McBride indicated a final wage determination, by the Arbitration Panel, with adjustments, would be determined after the briefs are submitted by the ATU and CCTA attorneys. This decision is expected by the end of January.

Exec. Dir. McBride reported that the Youth Mobility Program changes had been implemented. One change is that students would not be able to use their current bus passes between 2 and 4 pm through the end of January. During this period, tokens are available through the Foundation for Excellence (FFE) for those who needed public transportation. He said the FFE is working with Kalamazoo Public Schools, various youth organizations and Metro to educate students on how to use public transportation.

Exec. Dir. McBride shared that a promotion had been placed on Facebook to generate interest in the open board positions on the Local Advisory Committee (LAC) and the Kalamazoo County Transportation Authority (KCTA). He said the post had reached over 2,600 people including 143 clicks on the KCTA website.

9.) SUBCOMMITTEE REPORTS

Executive Committee – Rosine reported the Executive Committee met and discussed the current agenda, Foundation for Excellence Youth Mobility Pass updates and the transition to KTC security coverage by Kalamazoo County.

Finance Subcommittee – No report

Outreach Subcommittee – Janssen pointed out that in the agenda packets there was a jurisdictional list with boardmember assignments. He stated that KCTA was more focused on the rural areas and having a presentation ready to go it would be helpful because many of the agencies don't have the equipment and technology to have a PowerPoint presentation. Janssen stated Exec. Dir. McBride had provided a PowerPoint document for use during the rural visits and would make it available to anyone who wanted it. He encouraged boardmembers to contact the local jurisdiction to be placed on their agenda.

Exec. Dir. McBride offered to have a workshop to help prepare for presentations.

Pension Board – Meeting was scheduled for Thursday that week and Exec. Dir. McBride stated that the Pension Board would be discussing investment assumptions. He noted that if there were any changes that it would be brought to the CCTA Board.

KATS Policy Committee – Aardema announced that Kalamazoo Area Transportation Study Executive Director Jon Start is retiring in May 2020 and Senior Planner Steve Stepek would be replacing him.

Local Advisory Committee (LAC) – Farmer reported that LAC approved the 2020 meeting calendar and updates to the Apple Bus no-show policy.

10.) COMMUNICATIONS – None

11.) OLD BUSINESS – None

12.) NEW BUSINESS – None

13.) CHAIR'S REPORT – Chair Rosine reported he had met with Kalamazoo Public Schools Board President to discuss Metro's commitment for the Youth Mobility Program and its goal to succeed and the needed partnership of Kalamazoo Public Schools.

14.) PUBLIC COMMENT – None

15.) MEMBERS TIME –

Aardema shared that he served on the Coalition for Place which is a part of Kalamazoo Downtown Partnerships. He said at the last meeting they talked about the heavy pedestrian traffic and ways to ensure their safety.

Brown Goodacre stated she would not be seeking reappointment and was proud to serve on both Boards. She said she loved transit.

Leigh shared she had attended a Michigan Sustainability Conference where she found out that there is money available from the VW fund for experimental buses such as electric buses. She said Grand Rapids is starting to use some of the alternative buses.

Pearson asked that the CCTA Board look into amending the bylaws with regards to voting privileges and the ability to phone in and vote during a meeting. He said many other governmental organizations allow this practice.

17.) ADJOURNMENT

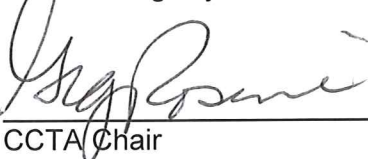
A motion was made to adjourn the CCTA/KCTA meeting.

Motion: McCormick

Second: Goodacre

Motion carried by unanimous voice vote.

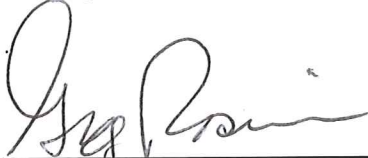
The meeting adjourned at 12:40 PM




CCTA Chair



CCTA Clerk



KCTA Chair



KCTA Clerk